

~~CONFIDENTIAL~~~~SECRET~~ Position Control

Assistant Director for Policy Coordination

27 September 1948

Executive Director

Table of Organization. (Vouchered Positions)

Reference: Memo fr ADPC on above subject, dated 21 September 1948.

Ciling = ☐ 25X9A2

1. Confirming discussion with your Executive Officer, Mr. ☐ 25X1A9A  
the organization chart and table of organization presented with reference memorandum are approved with the following exceptions:

a. Legal Counsel has been eliminated as such service will be provided by the General Counsel, CIA.

b. Advisory Council has been eliminated, as these positions will be carried by the agencies from whom liaison and advisory personnel are detailed.

c. Adjustments have been made in Administration and Services as indicated below:

(1) Function should be titled "Administration and Training".

(2) One additional position has been added for "Security" at Grade CAF-13 as an alternate grade to the CAF-11 position.

(3) The Chief and Assistant Chief grades under "Services Branch" have been down graded to CAF-13 and CAF-12 respectively.

(4) Positions for indicated administrative support functions have been divided as shown below:

For Internal OPC and external liaison purposes to remain under direct jurisdiction of ADOPC.

To be incorporated into appropriate administrative support activities under direct jurisdiction of the Executive for Administration, CIA.

Services

1 - CAF-13  
1 - CAF-5

1 - CAF-12  
1 - CAF-7

Transportation

1 - CAF-9  
1 - CAF-11

1 - CAF-11  
1 - CAF-9  
2 - CAF-1

only a portion  
should not  
have been  
added

~~SECRET~~~~CONFIDENTIAL~~

JOB NO. BOX NO. FILE NO. DEC. NO. 2 NO CHANGE  
IN CLASS/ DECLASS/ CLASS CHANGED TO 15 OCT 1951 22  
NEXT REV DATE 84 REV DATE 145-74  
NO. PGS 1 CREATION DATE 0100000001 0100000001  
REV CLASS C REV COORD. AUTH: BR 78-1

25X1

~~SECRET~~

Supply

1 - CAF-12  
1 - CAF-4

1 - CAF-11  
1 - CAF-9  
2 - CAF-4

☐

*T/O Secret*

25X9A2

Budget & Finance

\*(1 - CAF-14  
(1 - CAF-13

1 - CAF-12  
1 - CAF-11  
1 - CAF-9  
1 - CAF-4

☐

*T/O Budget*

25X9A2

\* While this is initially approved as an alternate CAF-13/14 position (both of which are not to be filled concurrently) it is believed that a Grade 13 should be quite adequate in view of the general support to be given by the CIA Budget Officer.

(5) The eight service and budget support positions approved for your office under (4) above should be incorporated either directly into the office of the Executive for Administration and Training or grouped into one separate branch titled "Budget and Services Branch". For immediate needs the second alternate has been used in preparing your formal T/O, which is attached.

2. The provisions of CIA General Order ☐ when implemented on or about 1 December 1948, are intended to provide adequate administrative support for your operations by the Executive for Administration, CIA.

25X1

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

☐  
Executive Director

25X1A9A

1 Incl. (T/O in dup.)

cc: Chief, Personnel Branch, A&M  
Chief, Budget & Finance Branch, A&M

~~SECRET~~